



# Automatic Mortgage Payment Enrollment Form

(Automatic Deduction from your Checking or Savings Account)

Automatic mortgage payments are a great way to help you stay on schedule and avoid missing a payment. *Please contact your financial institution to see how automatic payments can be deducted from your account, and TO OBTAIN THE CORRECT ACCOUNT NUMBER AND ROUTING NUMBER.*

## ENROLLMENT

Loan Number: \_\_\_\_\_ Name(s): \_\_\_\_\_

Account Type (choose one):      Checking Account       Savings Account

CU/Bank Name: \_\_\_\_\_

Account#: \_\_\_\_\_

You may include a voided check, or please provide the account number as it appears on your check. Your member number may differ from your actual account number.

CU/Bank Routing Number:  (All boxes must be filled - please contact your CU/Bank)

\*OPTIONAL - I wish to designate \$\_\_\_\_\_ as an additional principal payment each month.

## ACKNOWLEDGEMENT

By signing below, I acknowledge that I have read the consent paragraphs on page 2 of this form.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please mail or fax this form back to the Servicing Department.

Automatic payments can be made between the 1st & 10th of the month. Please select a date that you would like your payment deducted from your account monthly. *A confirmation letter will be mailed after changes have been made.*

Date Payment will be Withdrawn: \_\_\_\_\_

Mail: Mortgage Center/Servicing Department

P.O. Box 2171  
Southfield, MI 48037-2171

Fax: 844-724-2210

**\*Automatic Mortgage Payments Consent:**

*I understand that an automatic payment will be deducted from my designated account on the date I specified each month, and will occur each month until the loan is paid in full. If the date falls on a weekend or holiday, the payment will be withdrawn the next business day. I will ensure the funds are available in my account on or before this day each month. Only the current month's payment will be withdrawn, and I understand that the amount to be deducted monthly will include any change in my mortgage payment due to escrow or adjustable rate loan changes. Mortgage Center will notify me in advance of any changes.*

*I understand that funds can only be withdrawn from my personal savings or checking account and not from a business account or money market. Payments returned for non-sufficient funds will be resubmitted on the day Mortgage Center is notified and I understand I will be charged a fee. If Mortgage Center must reverse my payment due to non-sufficient funds I understand I will be charged an NSF fee. I must replace the payment and NSF fee with a certified check or a money order. If my replacement payment is more than 15 days past due, I must pay the late charge. I understand that repeat non-sufficient returns will result in my termination from the program. Until I receive notification in writing of the first date that my automatic payment will begin, I will continue to send a check for payments due on the first day of each month. This authorization will remain in effect until Mortgage Center receives my written notice of cancellation (with reasonable time for the cancellation to take effect), or upon Mortgage Center's 10-day advance notice of termination.*